

Strasburg Borough Water Committee
February 5, 2003 - 7:00 P.M.
Minutes

Members Present: Don Bachman Marcia Johnson Jim Kiscaden
 Bill Koch Ray Reeder Susan Dreyer

Others Present: Paul Miller Jr., Public Works Director
 Ray Miller, HRG Inc.
 Lisa M. Boyd, Borough Manager
 Christine Drennen, Clerk

CALL TO ORDER: The meeting was called to order at 7:00 P.M. by Chairman Don Bachman.

CITIZEN COMMENTS: None.

MINUTES OF JANUARY 8, 2003: The minutes will be available for the next meeting.

WELL SITE LOCATIONS DISCUSSIONS: Jim Kiscaden, Don Bachman, Paul Miller Jr. and Bill Koch met with C.J. and visited potential well sites. The locations were reviewed on C.J.'s fax. A satellite treatment system was discussed for some potential sites, where the water could be treated and put directly into the system. Ray Miller cautioned that a concern with a satellite system is that if the well site is located in an agricultural area that nitrates would be a concern, and nitrates are expensive to treat. Sue Dreyer suggested looking into the spring area on North Jackson Street near Lime Valley Road.

Ray Reeder expressed his concern for wellhead protection where the well sites would be located in pastures, and indicated that this would also be a concern for the farmers. Ray Miller stated that Warwick Township recently received approval to be a test location for using organic fertilizers.

Sue Dreyer asked if we should consider looking to connecting to Lancaster City's water system, because of the obstacles we have already encountered and potential future obstacles. It was the consensus of the Committee to review all options. Jim Kiscaden stated that if a developer were to bring the Lancaster City line closer to Strasburg, connecting to the City would be a significant savings.

Don Bachman asked how long our current water supply would be sufficient, without considering a drought. Ray Miller stated that under normal circumstances, the water supply is probably ok. Ray further stated that DEP evaluates a water system based upon the largest water source being unavailable.

It was the consensus of the Committee to continue looking at other well sites. Jim Kiscaden, Bill Koch and Paul Miller Jr., will look into some potential well sites, including the one on Girvin Road, prior to the next meeting.

TREATMENT PLANT UPGRADE: Ray Miller explained that he met with the members of the Strasburg Borough Public Works Department regarding the treatment plant upgrade and one of their suggestions was including a pole building (to provide shelter & security) around the water tankage.

The benefits of a finished water reservoir were discussed, but the ability to design the plant to maintain water pressure and limit the need for pumps (high electric costs) will be reviewed. Ray Miller also suggested building a system that could include filtration in the future if it is necessary. Ray Reeder suggested building a new raw reservoir higher than the existing reservoir and converting the existing reservoir to a finished water reservoir. Ray Miller will evaluate this possibility. The costs and issues regarding connecting to Lancaster City and reviewing treatment plant upgrade possibilities will be reviewed at the next meeting, and then a decision on which route the Committee desires to proceed will be needed.

LINE FROM ROHRER WELL TO RESERVOIR DISCUSSION: Replacing the Rohrer well line to the reservoir was discussed. This would allow the Rohrer Well to be utilized more because currently the Rohrer Well cannot be used if Springs are being used. Paul Miller explained that he obtained ballpark pricing for installing the line, with an estimated materials cost of \$16,000 for the 4" pipe and 6" overflow pipe from the reservoir. It was the consensus of the Committee to proceed with the bidding for the pipe. It was explained that the right-of-way should be on the subdivision plans, and Paul will obtain a copy of the plan from Strasburg Township.

OTHER BUSINESS: Jim Kiscaden asked about flushing the 8" line and Paul Miller explained that he suggests waiting until warmer weather because of icing. Paul also explained that he is working on a plan to isolate the 8" line for flushing. It was stated that the flushing may be done in late March. It was the consensus to advertise prior to this flushing and stress that residents may notice more disturbance from this flushing.

Historic Strasburg's water lines were discussed, and it was stated that years ago Historic Strasburg wanted to turn over all of their lines to the Borough, including the service lines to the buildings. Ray Miller stated that this was not desirable, because of several issues with the lines. Ray Miller suggests that we only consider taking over the 8" line. The Committee discussed concerns regarding the post office and office building being connected off of a private line. It was also stated that a new plan for additional commercial buildings was recently presented to the Planning Commission. Lisa Boyd stated that previous connections were permitted by agreements and plan notes that were drafted by Bill Crosswell. It was the consensus of the Committee to get more information regarding the agreements.

CITIZEN COMMENT: None.

ADJOURNMENT: Ray Reeder made a motion to adjourn at 8:50 P.M., seconded by Marcia Johnson and passed unanimously.

Submitted by,
Christine Drennen, Strasburg Borough Clerk

March 5, 2003 - Meeting Cancelled

April 2, 2003 Meeting Cancelled

Water Committee Meeting
May 7, 2003
Minutes

MEMBERS PRESENT: Bill Koch Don Bachman
 Sue Dreyer Ray Reeder

OTHERS PRESENT: Paul Miller Jr. Lisa M. Boyd

PUBLIC COMMENT: None.

REVIEW POTENTIAL WELLSITES: Jim Kiscaden and Bill Koch met with Ben King and discussed a wellsite on his property in Strasburg Township along Strubel Road.

DISCUSS FUTURE WATER PROJECTS: The remaining water system improvements to be done and the upgrade of the treatment facility, a new reservoir and the second wellsite.

OTHER BUSINESS:

Jim reported that the Planning Commission recommended approval of the preliminary plan for the Brendle Property which includes the extension of Susan and Miller Streets. The plan which showed a possible wellsite was not approved. The street plan will not allow a wellsite since there will not be the 100' minimum wellhead protection area.

Paul reported that he is currently getting 350 gallons per day from the Springs and none of the wells are being used.

ADJOURNMENT: The meeting was adjourned at 8:35 P.M.

Respectfully Submitted,

Lisa M. Boyd
Borough Manager

Water Committee Meeting

June 4, 2003

Minutes

MEMBERS PRESENT: Bill Koch Don Bachman
Sue Dreyer Jim Kiscaden

OTHERS PRESENT: Paul Miller Jr. Lisa M. Boyd

PUBLIC COMMENT: None.

PROPOSED WELL LOCATION: The Committee reviewed the letter dated May 19, 2003, from DEP regarding the site survey and predrilling requirement for the 5 possible wellsites: Strubel Road King property (Strasburg Township), Adams Hill (Strasburg Township), Brendle/Hagelgans Property (Strasburg Borough), Harnish Property (Strasburg Borough) and Historic Strasburg Inn (Strasburg Borough).

A motion was made by Sue Dreyer, seconded by Jim Kiscaden and passed unanimously to pursue leasing a wellsite if it means not having to go through a subdivision plan. Jim Kiscaden reported that he, Bill Koch and Don Bachman will meet with Mr. King regarding a possible wellsite on his property along Strubel Road during the week of June 16th.

BEILER WELL DISCUSSION AND UPDATE: A motion was made by Jim Kiscaden seconded by Sue Dreyer to recommend to Borough Council to abandon the well site and to move forward with looking at another location.

TREATMENT PLANT UPGRADE: Jim Kiscaden stated that during the treatment plant upgrade discussions, a standpipe or water tower option should be evaluated.

OTHER BUSINESS:

Backflushing of East Main Street: Paul Miller explained the procedure for the backflushing of East Main Street, indicating that they would flush hard the first night and then continue to flush each night for approximately a week. The homeowners along East Main Street would be requested to shut the valves off in their basements. The 12" water line would be closed during the flushing. At this time, Paul is planning to do the project in mid July.

Water System Improvements: The Committee also reviewed the information submitted by HRG regarding the remaining water system improvements with an estimated project cost of 1.3 million dollars. The Borough Council should consider a million dollar bond with a payment term of 20-25 years.

ADJOURNMENT: The meeting was adjourned at 8:30 P.M.

Respectfully Submitted,

Lisa M. Boyd, Borough Manager

Water Committee Meeting
July 2, 2003
Minutes

MEMBERS PRESENT: Bill Koch Don Bachman
 Sue Dreyer Ray Reeder

OTHERS PRESENT: Paul Miller Jr. Lisa M. Boyd

PUBLIC COMMENT: None.

POTENTIAL WELLSITE: Don Bachman reported that he, Bill Koch and Jim Kiscaden talked with Ben King in Strasburg Township about drilling a test well on his property along Strubel Road. Mr. King has given the Borough permission, at a cost of \$5,000. Also discussed with Mr. King is the need to have a right of way through his property to run a line from the proposed well to the existing King Well. The staff will prepare all of the necessary documents including the bid documents, and the option to purchase document .

UPDATE ON BEILER WELL CLOSEOUT: Due to the legal ramifications, the Beiler Well site will be abandoned. Mr. Beiler will be given the option of taking over the well or B.L. Myers will be instructed to cap the well as per DEP requirements.

OTHER BUSINESS:

Rohrer Line to Reservoir: Paul Miller indicated that he is unwilling to start the project until the water line has been surveyed and staked.

East Main Street Line Flushing: Paul indicated that the flushing would be done sometime this month.

ADJOURNMENT: The meeting was adjourned at 7:45 P.M.

Respectfully Submitted,

Lisa M. Boyd
Borough Manager

August 6, 2003 Meeting Cancelled

**Water Committee Meeting
September 3, 2003
Minutes**

MEMBERS PRESENT: Bill Koch Don Bachman
Marcia Johnson Jim Kiscaden
Sue Dreyer

OTHERS PRESENT: Paul Miller Jr. Lisa M. Boyd

PUBLIC COMMENT: None.

STATUS OF PLANS FOR NEW TREATMENT FACILITY: The Committee briefly reviewed Ray Miller and Vaughn Lear s Memorandum dated June 4, 2003. It was the consensus of the Committee that it was extremely important to move forward with finalizing the improvements and obtaining borrowing to complete the projects.

STATUS OF NEGOTIATIONS WITH BEN KING FOR WELL SITE: Jim Kiscaden reported that he, Don Bachman and Bill Koch have met with Mr. King on several occasions. Mr. King has agreed to allow the Borough to drill a test well on his property along Strubel Road for a payment of \$5,000. As of today, a \$2,500 down payment has been delivered to Mr. King toward the test well location with the remaining being paid once the pre-drilling plan approval has been obtained from the Susquehanna River Basin Commission. Mr. King has also executed the Option to Purchase Agreement at a cost of \$15,000 per acre to be paid only if the well produces sufficient water. It was the consensus of the Committee, that if C.J. had not been instructed to submit the pre-drilling plan to Susquehanna River Basin that the Manager should do so immediately.

WATER LINE AND SYSTEM SPECIFICATIONS FOR NEW DEVELOPMENTS: Jim Kiscaden reported that the Borough Authority is requesting authorization from the Borough Council to update the current water and sewer specifications and the feasibility of borrowing funds for additional water system improvements while rates are low. The Committee reviewed the information submitted by John McShane, the Borough s financial planner in which he indicated that the rates continue to move in an upward direction. If the Borough is in need of additional funding for the new projects, Arthurs Lestrage would have something in place in the next month or two. Because of the size, Mr. McShane would look to banks as well as investigate a bond issue as to find the most optimal financing vehicle. Mr. McShane also indicated that the funds must be spent within 3 years. A motion was made by Jim Kiscaden, seconded by Marcia Johnson and passed unanimously to recommend to Borough Council that they authorize the staff to complete a rate evaluation and to have the financial advisor look into the best funding option. After a review of the information submitted in June of 2003 from HRG, the estimated amount to be borrowed for the 3 remaining projects which are modifications to treatment facility, new reservoir or storage facility and new well development is approximately 1.3 million dollars.

WATER STORAGE FACILITY/LOCATION: Jim Kiscaden expressed his concern that currently our storage and sources are all located in one place. A storage facility should be

evaluated to be located within the Borough. A wellsite would also then make sense to be located within the Borough. The reasons for not considering a standpipe should be revisited.

OTHER BUSINESS:

Backflushing of East Main Street: Paul Miller explained the reason why the backflushing has not been done to date, and indicated that changes to the treatment at the reservoir will be needed, including two 6X6 pits which will be located outside of the fence and will need to be secured. Paul indicated that it is his recommendation since no dirty water calls have been received within the last year or so to postpone reversing the flow on East Main Street until the upgrade of the water treatment facility has been completed.

Leaman Property: Bill Koch questioned the status of the purchase of the Leaman property. The Borough Manager reported that Bill Crosswell has made the revisions to the Agreement of Sale as directed by Borough Council and that the document has been forwarded to the sellers for their review and execution.

Replacement of Rohrer to Reservoir Line: The Borough Manager reported that the staff is doing background investigation into the right-of-ways to save the Borough money. Once the staff has completed their investigation, proposals will be requested from several surveyors so that the location of the water line can be formally surveyed and staked prior to beginning the project. The project will not take place until the crops in the fields have been removed sometime this fall.

ADJOURNMENT: The meeting was adjourned at 9:17 P.M.

Respectfully Submitted,

Lisa M. Boyd
Borough Manager

**Strasburg Borough Water Committee
October 1, 2003 - Minutes**

Members Present:

Don Bachman
Sue Dreyer

Bill Koch
Marcia Johnson

Ray Reeder

Others Present:

Lisa M. Boyd, Borough Manager

CITIZEN S' COMMENTS: None.

BORROWING UPDATE REMAINING WATER SYSTEM IMPROVEMENTS: The Borough Manager reported that John McShane of Arthurs Lestrage attended the September 23, 2003, Borough Council meeting to discuss the borrowing options for the remaining water system improvements. The Committee reviewed the Financing Summary dated September 23, 2003, prepared by Mr. McShane. The borrowing will be discussed again at the October 14th Borough Council meeting. The staff is currently reviewing what impact the borrowing will have on the water and sewer rates.

STEINMAN PROPERTY PURCHASE DISCUSSION: The Borough Manager reported that Borough Council had requested that she contact C.J. of Carlyle Gray to get his professional opinion about how important the purchase of this property is to the Borough s` watershed area. C.J. completed a review of the area surrounding the property which includes an 8 acre tract and a 2 acre tract which abuts the Borough s` Old Springs. It is C.J. s` opinion that the purchase of this property is not critical since the property is downstream from the Borough s` Springs. The Committee requested that the Manager contact C.J. and inquire whether future development of possibly several wells on the property would have any impact on the Borough s` Springs.

KING WELL II: The Borough Manager reported that Jim Kiscaden has met with Mr. King and an agreement has been established to pay Mr. King \$5,000 to allow the Borough to drill the test well on his property along Strubel Road. The Option to Purchase Agreement has been executed by both parties and the Borough has given Mr. King a \$2,500 downpayment toward the test well with the remaining \$2,500 being paid once the pre-drilling plan has been approved by the SRBC. C.J. of Carlyle Gray completed the predrilling plan on September 2, 2003, and has indicated that the SRBC will take at least a month to complete their review and approval of the plan. It was the consensus of the Committee to have the Borough Manager contact Representative Gib Armstrong to ask his assistance in having SRBC move swiftly in their review process. The price per acre that has been agreed to by Mr. King is \$15,000. At this time at the wellsite area, 1 acre will be needed but additional land for a right-of-way to lay the pipe to the existing King Well will also be purchased.

LEAMAN PROPERTY PURCHASE STATUS REPORT: The Borough Manager reported that the Borough has executed the Agreement of Sale and it has been forwarded to the seller for their signatures. The sellers will request a survey to be done on the property. The Borough Manager did indicate that there is already a party interested in purchasing the property on the South side of White Oak Road. The purchase price of the property is \$175,000 with

\$100,000 being paid from the water system improvements loan and the remaining \$75,000 being borrowed from the Borough Authority with \$25,000 being paid annually over the next 3 years.

OTHER BUSINESS:

Beiler Well: The Borough Manager explained that Borough Council has given the option to Mr. Beiler who will take over the wellsite. If this should happen, Bill Crosswell will prepare an agreement terminating the Option to Purchase and that the Borough is abandoning the well and it is now Mr. Beiler's responsibility. Mr. Beiler was instructed to contact DEP and find out the requirements of the Borough giving a municipal well to him. The Manager stated that as of today she had not heard what the outcome of that discussion was and has tried on several occasions to contact Mr. Beiler by phone and will be visiting him to find out the status. If Mr. Beiler cannot take over the well, the Manager will contact B.L. Myers and have the well capped per DEP regulations. It was the consensus of the Committee that the well be capped and not be given to Mr. Beiler.

Timbermont: Don Bachman reported that Timbermont has filed for Chapter 11 Bankruptcy.

Rohrer to Reservoir: The Borough Manager reported that the surveying and staking of the property has been put out for requests for proposals to be submitted to the Borough by Thursday, October 9th at 12:00 Noon. The material bids will be advertised in the Strasburg Weekly News on October 10th and October 17th, with the bid to be awarded at the October 28th Council meeting.

Pennsylvania Railroad Museum: The Borough Manager reported that Borough Council has agreed to allow the Railroad Museum to hook to the Borough Water system for the purpose of fire suppression only. The draft agreement has been forwarded to the Borough Solicitor for review and comment and the plans, once received from the Railroad Museum, will be forwarded to the Borough Engineer for their review and comment. The Railroad Museum has provided a \$2,500 escrow account to the Borough for reimbursement for engineering and legal fees incurred in the review of the agreement and plans.

Flushing: The semi-annual flushing of the entire water system will be done by the Public Works Department on Wednesday and Thursday October 8th and 9th.

Minutes: The Borough Manager requested that each member take a look at the four sets of minutes and to call with any changes.

ADJOURNMENT: The meeting was adjourned at 8:15 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

**WATER COMMITTEE
MINUTES
NOVEMBER 5, 2003 - 7:00 P.M.**

MEMBERS PRESENT: Don Bachman Sue Dreyer Bill Koch

OTHERS PRESENT: Paul Miller, Public Works Director
Lisa M. Boyd, Borough Manager
Ken Stottlemeyer

PUBLIC COMMENT: None

MINUTES OF OCTOBER 1, 2003: It was the consensus of the Committee to approve the October 1, 2003 minutes as printed.

UPDATE ON PURCHASE OF STEINMAN PROPERTY: The Borough Manager reported that the Steinman property was purchased for \$590,000 for 8 acres, including two houses and two outbuildings. Closing will be in late January. The property will probably be rented to the Smucker family who live beside the property. Discussions are being held regarding a rental agreement.

**REVIEW SCHEDULE FOR THE WATER SYSTEM IMPROVEMENTS –
TREATMENT PLANT UPGRADE & 2ND STORAGE FACILITY:** The Committee briefly reviewed the spreadsheet outlining the schedule and costs for the water system improvements prepared by HRG in July of 2002. It was the consensus of the Committee to have HRG update the spreadsheet for review at the next meeting. The spreadsheet will also be used as a draw schedule for investing purposes of the bond proceeds.

STATUS OF KING WELL II: The Borough Manager reported that Mr. King has executed the Option to Purchase Agreement and \$2,500 was paid to Mr. King, with the remaining \$2,500 being paid once the test well proposal has been awarded. The test well proposals are due November 20th with an award taking place at the November 25th Council meeting.

OTHER BUSINESS: None

PUBLIC COMMENT: None

ADJOURNMENT: The meeting was adjourned at 8:15 p.m.

Submitted by,

Lisa M. Boyd, Borough Manager

December 3, 2003 - Meeting Cancelled